

Duchesne County Library Board Meeting Minutes: Nov. 17, 2015 @ 5:30 pm

Location: Duchesne Library Moderator: Pres. Kerrilynn Miles Excused: Janet Roberts

Present: Kerrilyn Miles, Sherry Lott, Bert Jenson, Yogi Nielsen, Beth Gardner, Daniel Mauchley, Greg Todd

Welcome / Oct. Minutes Approval – Bert Jenson moved to approve the minutes. Sherry Lott seconded the motion.

Library Statistics & Budget – IT has provided a count of every device that connects to the library wireless network. It will begin to be included in the Computer Usage counts.

Update / Recent Happenings:

- Library Board Training – The board members were given copies of the handouts given at the Library Trustee Training in Logan on October 24. Juan Lee from the Utah State Library offered to come and given in-person training to library board. The board agreed that this training would be beneficial and decided that March would be a good time for Juan to come. Daniel Mauchley will arrange the training dates with Juan and the board.
- New Director Orientation – Dan attended and was further educated on resources available to the library.
- Summer Reading Workshop – Sim Jensen and Wendy Hargis attended training for the 2016 Summer Reading program. They will be coordinating with the Roosevelt branch for next summer's program in January.
- Roosevelt Book Clubs – A Young Adult and a regular book club have been initiated at the Roosevelt Branch. The attendance is currently low, but advertising efforts will be increased for the upcoming book clubs.
- History Center – The core volunteers are working on the Utahn cemetery map and have had a few more volunteers come to digitize old photos.
- Board E-mail list – The board approved the distribution of a handout that listed board member's e-mails for public contact.

Upcoming Events:

- Enchanted Forest – Nov. 20 – 21 – “Best App for Reading is in Your Lap”
- Food for Fines Drive – Patrons may have \$1 of fines written off for every can of undented, unexpired food brought to the library drive.

Approved Holidays:

Current: *Article 11 - Holidays, Section A.: The library system facilities will be closed on the 11 major holidays according to Duchesne County Policy.*

Possible: *The library system facilities will be closed on the holidays indicated on the Duchesne County holiday calendar.*

Greg Todd motioned the replace the current library by-law to the wording of the revision aforementioned. Sherry Lott seconded the motion. The vote to change the by-law was unanimous in the affirmative.

Electronic Meetings: *Article 5 – Board Meetings, Section J.: In the absence of a quorum members may be contacted by electronic means to establish a quorum to conduct business.*

Utah Code 52-4-207 2) a): A public body may not hold an electronic meeting unless the public body has adopted a resolution, rule, or ordinance governing the use of electronic meetings.

Article 5 of the Library By-laws indicated the Board may utilize electronic means to conduct business. Utah Code requires a resolution, rule, or ordinance to govern the use of electronic meetings. Juan Lee found that the Duchesne County Library System does not have such a document in place.

The utility of such meetings was debated by the board and agreement was reached that the board would preserve the by-law allowing electronic meetings and would adopt a resolution governing the use of electronic meetings. Juan Lee supplied a copy of the State Library Board's electronic meeting resolution. After reviewing the wording of the document Bert Jenson motioned to adopt the resolution, changing the entities mentioned to Duchesne County specific entities and documents. Beth Gardner seconded the motion. The adoption of the resolution was voted for unanimously.

Library Road Signs – Road signs indicating the library on Hwy 40 in Duchesne had been removed during road construction in recent months. Daniel Mauchley was directed to talk with Ken in charge of the state roads in Duchesne about getting the signs reposted.

FLIP Grant – To advance advertising of the new programming beginning in January the board recommended Daniel to contact Serena at Duchesne Elementary about handing out flyers to promote the library's programming to its intended audience.

OCI High School Yearbook Projects – The board debated sending high school to the Oklahoma Correctional Industries yearbook project. The program digitizes high school yearbooks free of charge. The board considered possibly sending older yearbooks for digitization, but Daniel was directed to talk with the county attorney about the project first.

Collection Development – The current collection development policy was last reviewed on July 25, 2013. Daniel reviewed a few concerns with the board about some of the expectations placed on the library in the policy that no longer seemed reasonable including criteria for selection, retention, donations, and also the reconsideration form itself which Daniel felt left the library and board open to many potential challenges. Some of the major points of the policy and reconsideration form were quickly scanned to quickly survey the board members general feelings and Daniel was tasked with revising the collection development policy and reconsideration form for a formal review at the next board meeting.

There was also a discussion of the dropping usage of periodicals. Daniel suggested the possibility of investing in Zinio, an online database of magazines. Such a database may be of use to the elementary schools. Daniel needed to explore more about the pricing of Zinio, particularly its licenses. Uintah currently uses Zinio and Daniel could talk to Sam Passey—Uintah's library director—about his impressions of it.

Public Comment

Next Meeting Date – January 19th was agreed upon.

Questions

Beth Gardner motioned for adjournment. Bert Jenson seconded the motion.

Minutes were unanimously approved 01/19/2016 at the Duchesne County Library Board Meeting at Crossroads Community Center in Roosevelt.